

INTER-OFFICE MEMO **TENNECO CHEMICALS, INC.**

To J. T. Sweeney

At Flemington

DATE November 2, 1982

FROM R. A. Donovan

At Flemington

COPY TO

SUBJECT Activity Report - October, 1982
 Production Department

I. Safety

The October shift safety meeting addressed the topic of recreational safety for the autumn and winter months. Also, September's audit was reviewed and the progress of the main items highlighted in the audit was discussed.

Additionally, two recent accidents were reviewed and steps to be taken to prevent future accidents of this same nature were discussed.

Accident Statistics - October

First Aid Cases	0
Recordable Injuries	0
Restricted Duties	0
Lost Time Injuries	0

II. Statistics

Production & Losses
 Quality Summary

Attachment II
 Attachment III

Overtime Statistics

-Controllable O.T. = 15.8%

-Breakdown of Controllable O.T.

a) Long term absences	8.5%
b) Short term absences	2.8%
c) Vacation coverage	2.1%
d) Miscellaneous	2.4%
(Negotiations, Safety Mtg., Physical)	

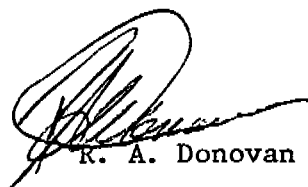
III. Personnel

- 1) Three Production Department reprimands were issued in October. They were for poor attendance (verbal), failing to punch time card (verbal), and operational error (written).
- 2) ICWU contract negotiations were held on October 12, 13, and 27, 1982. Additional meetings are scheduled for the first week in November with the intent of arriving at an agreement prior to the expiration of the contract (November 7, 1982).
- 3) Three ICWU employees are on long term absences as of November 1, 1982.

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XI. Comments

- 1) "RFT" for October was 87.2%, with 2.6% ultimately dispositioned as Grade III.
- 2) An operational error resulted in the cross contamination of 142,000 pounds of resin when the Dryer Operator dried Type 391 on top of bin containing Type 400 resin. This material was dispositioned as Grade III.



R. A. Donovan

RAD:ms